

Board of Health Meeting – December 11, 2017 1:30 PM – Minutes

Present: Bob Boyle, David Hammer, Carol Korn, Kristie Lueck, Chris Fortin, Tony Ruesga, Lois Finnigan, Danielle Steger, Lee Gill, Erin Hastert, Cara Biddick and Jackie Ragotzkie.

Meeting called to order by Boyle at 1:32 pm

Ragotzkie verified the agenda was posted at the Courthouse, City Municipal Building, Health Department, Hospital, County K Building, County website and e-mailed to the press.

Motion made by Korn to approve the agenda. 2nd by Ruesga to approve. Motion carried.

Discussion of previous minutes:

- Minutes from 10/10/2017: Hammer motion to add Finnigan to list of those present. 2nd by Lueck.
- Minutes from 10/23/2017: Ruesga motion to add Finnigan to list of those present. 2nd by Korn.
- Minutes from 11/13/2017: Lueck motion to correct name/spelling from Stegman to Steger on verified posting. 2nd by Hammer.

All Motions Carried.

Agency Financial Reports

- Discussion of high maintenance charges, they were for the fridge temperature monitor and the concrete work done to the front of the building. Discussion regarding the need for an additional cube for vaccines in the event of fridge malfunctions; cost for new cooler with inserts is approximately \$500. Motion by Hammer to purchase and additional Cube for backup for vaccine fridge. Motion carried.
- WIMCR update. Steger was able to locate a manager with Abilify who was able to confirm that the billing was an error on their end and we should no longer be receiving any bills.
- Approval of invoices. Discussion of PlakSmaker; new fluoride provider. Motion by Ruesga to approve invoices, 2nd by Fortin. Motion carried.
- Informational: Gill advised that grants have been updated for 2018. Tobacco grant had not been sent for 2017, invoice was sent last week. Lafayette County to reabsorb WEDSS. Grant County paying for an ad to promote January – Radon Month. Lafayette County has free kits for people to do testing, mitigation is not covered. Still have flu vaccine available.
- Overtime report. Error on report for 11/20-12/03/17; showing 98 hours overtime. There was only 1 hour of overtime/comp time. Ragotzkie will bring corrected report to next meeting.

Personnel Updates

- Health Officer Vacancy update. Need to maintain level 2 status. No qualified applicants at this time. Finance department is reviewing the increase in salary (\$64,000-\$70,000).
 - Has been posted on WPHA website
 - The need is for 3+ years of experience.
 - Discussion on possible joint director? Still would need an assistant. Need to have a person in the office consistently.
- Discuss the need for hospital to be a VCF provider. Gill will advise when meeting with hospital to discuss immunizations is planned.
- Request from Lueck for the minutes to reflect that the board greatly appreciates the efforts of the staff at the Health Department to keep things running and doing so through the shortage of staff.

Next Board of Health Meeting: Tuesday, January 9, 2018 1:30 PM

Adjournment Motion made by Korn, 2nd by Fortin. Motion carried.

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Bob Boyle, Chairman	
Carol Korn	
Kristie Lueck	
Tony Ruesga	
Lois Finnigan	
David Hammer	
Chris Fortin	